# Approved For Release 2001/08/1 5.00750A000700070218-5

SECURITY INFORMATION

TAB F-1

25X1A1a

Estimated Fixed Administrative Expenses for FY 1954
25X1A5a1

1. Director's and Administrative Offices

a. Salaries

(1) Director and three staff members

25X1A1a

(2) Administrative assistant

25X1A1a

(3) Secretarial and clerical

25X1A1a

25X1A1a

b. Travel

c. Consultants

Total direct cost

Indirect expenses (40% of Salaries)

Total, Director's and Administrative Offices

### 25X1A5a1

1. One-half of administrative salaries is charged as this represents the anticipated proportion of total financing for fiscal year 195425X1A5a1

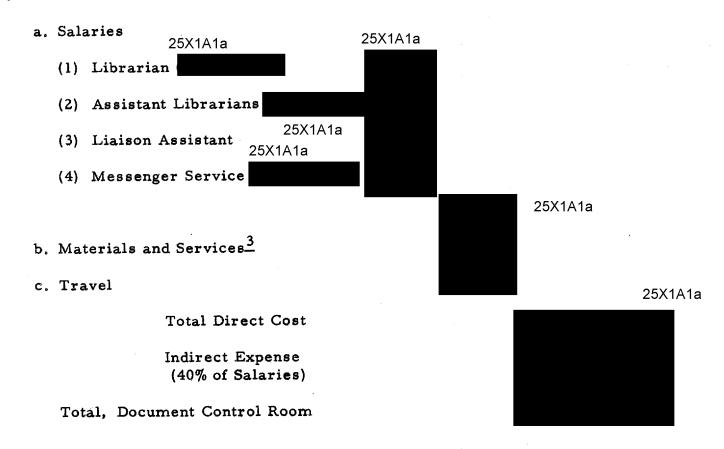
<sup>2.</sup> Indirect Expense is applied by to all research contracts. It is negotiated with the Supervisory Cost Inspector, Bureau of Supplies and Accounts, U.S.N. and computed annually in accordance with Section 15, 300 of the Armed Services Procurement Regulation. It covers such expenses as administrative and general expenses, plant maintenance, payments for Social Security, Workman's Compensation, pension costs etc.

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SECURITY INFORMATION

TAB F-2

#### 2. Document Control Room



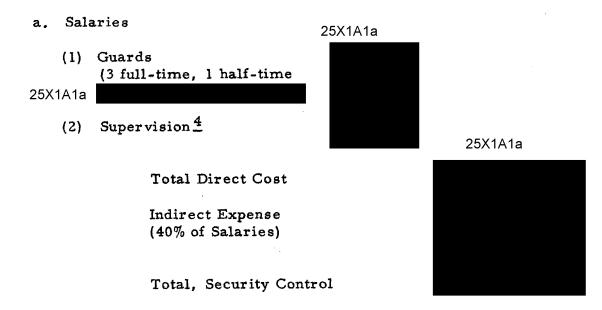
<sup>3.</sup> Includes standard references, periodicals, and publications, but not special materials for individual projects.

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SECURITY INFORMATION

TAB F-3

### 3. Security Control



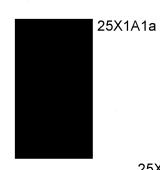
4. This represents proportionate share of the salaries of four shift foremen and one superintendent who supervise all guards at the 5X1A5a1

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SECURITY INFORMATION

TAB F-4

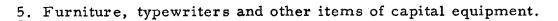
- 4. Equipment, Maintenance, etc.
  - a. Equipment 5
  - b. Office Supplies
  - c. Maintenance 6
  - d. Service Charges 7



25X1A1a

Total Cost

Grand total, estimated fixed administrative expenses



<sup>6.</sup> Service contracts (typewriters, Multilith), vehicle operation, repairs of equipment, etc.

<sup>7.</sup> Telegraph and long distance telephone charges, petty cash, postage, freight, express.